

The first time step-by-step guide

The ScreenHunter Main Window is made up by top buttons, three tabs, and a sidebar for tasks. The three main tabs are 'From', 'To' and 'Advanced'. The 'From' tab is for assigning how and what you want to capture and, what to add. The 'To' tab is for assigning how you want to do with the capture. The 'Advanced' tab provides more options to further customize your ScreenHunter.

The first example is to capture a part of screen with the mouse pointer, save it to a JPEG file and copy to the Clipboard.

[Step #1: Choose Hotkey to Start]

- A hotkey is the key you press to actually capture. You can choose to use a single hotkey for all captures or, use different hotkeys for different captures.
- In this example, in the 'Start' section, choose 'Single hotkey' and click the hotkey button beside to choose F6 only as your hotkey.


[Step #2: Choose What to Capture]

- In the 'Capture What' section, select 'Rectangular area' and check 'Adjustable'.
- In the 'Add' section, check 'Mouse pointer'.

[Step #3: Choose Where to Save Capture]

- On the 'To' tab, check 'Clipboard' to copy the capture to the [Windows Clipboard](#).
- Check 'File' to save to a file. Select '[Fixed type](#)' for File type and pick 'JPEG file (*.jpg)' in the dropdown.
- Select '[Automatic](#)' for the filename and click the filename button beside if you want to change the filename format.
- Click the folder button at bottom-right corner to select 'Desktop' as the location for your captures.

[Step #4: Stand By]

- Click 'Stand By' button at the top. You're ready. You will notice the ScreenHunter hand icon in your Windows system tray. 

[Step #5: Capture]

- Press your hotkey, F6, to capture a rectangular area on the screen. A crosshair shows and a Zoombox magnifies the area. Zoombox can be customized on the 'Advanced' tab. It uses the Highlight color to highlight the area.
- Press the left mouse button down and drag it to anywhere on the screen until the area is desired, then release the mouse button.
- In this 'Adjustable' case, the selected area is shown highlighted. You can use your mouse to change the area or, use arrow keys to fine tune the selection.
- Press "Enter" or the space bar to finish capturing.

[Step #6: Done - Get Your File]

- Pick up your capture on your Desktop.
- If you use another location to save your captures, open Windows Explore (press Windows + E key). Go to your file folder, assigned in Step #3, to pick up your JPEG file.
- The capture is also copied to the Clipboard, that you can paste to another program, such as MS Word.